



# OPM TRAINING OPPORTUNITIES

WEDNESDAY, NOVEMBER 17, 2004

- \* **OPM Hiring Flexibilities** 9 am—12 noon
- \* **Emergency Planning—The Human Capital Perspective** 1 pm—4 pm

## Session Descriptions:

**OPM HIRING FLEXIBILITIES:** Don't let talented job seekers be discouraged by a lengthy and cumbersome hiring process. Learn about available hiring flexibilities and how they can be used to improve the federal hiring process.

**EMERGENCY PLANNING-The Human Capital Perspective:** This training will provide information on the human resources flexibilities to be used to explore workforce issues associated with potential short-term or substantial relocation operations, and the need to consider and integrate HR rules, regulations and practices into continuity planning.

Participants should plan to engage in lively and productive conversation related to these topics. This information is vital to HR professionals, managers, supervisors and hiring officials.

**DATE:** Both sessions are offered on **Wednesday, November 17, 2004**  
**PLACE:** Downtown Dallas—1301 Young Street, 1st Floor Auditorium

There is **NO COST** for these **VITAL** training sessions!  
ALL Federal Offices are encouraged to send staff with hiring responsibilities. Pre-registration is requested, but **NOT REQUIRED**.

## Pre-Registration Form

NAME: AGENCY:

POSITION: PHONE:

EMAIL:

*Please Check one or both sessions:*

☐ Hiring Flexibilities      ☐ Emergency Planning

**FAX Form To FEB @ (214) 767-5380**

**No Confirmation will be returned.**